

BUSINESS JUSTIFICATION

DEPARTMENT OF ENVIRONMENT AND CONSERVATION

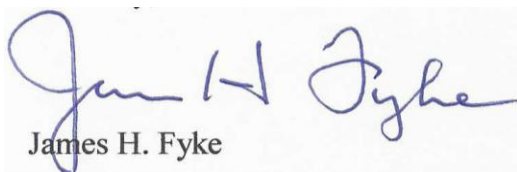
Executive Summary

The Department of Environment and Conservation (TDEC) administers the implementation and enforcement of state and federal laws involving environmental activities and manages the state park system and other programs related to conservation of natural resources. Organizationally the Department has two major divisions: I) State Parks and Conservation and II) Environment. In addition there are administrative services that support the entire Department. The enclosed voluntary separation plan is broken down into three primary sections: I) State Parks and Conservation, II) Environment and III) Financial & Administration Services. The Environment and the State Parks and Conservation sections of the plan are broken down by program areas and business units within program areas. The number of positions, which could be eliminated from each business unit, are listed.

TDEC serves as the state's chief environmental regulatory agency. Through permit issuance, compliance monitoring, and enforcement, TDEC regulates sources of air and water pollution, solid and hazardous waste processing and disposal facilities, radiological health issues, petroleum underground storage tanks, drinking water supply, groundwater protection, oil and gas exploration and drilling, inactive hazardous substance sites, and other environmental issues, and provides geological, historical, and archaeological services.

The Bureau of State Parks and Conservation manages more than 140,000 acres of land in 54 state parks located throughout Tennessee. State parks range from resort parks that provide conference centers, golf courses, and marinas, to more rustic parks that provide swimming, rafting, cabins, and camping, to day-use parks that provide enjoyment of the outdoors through hiking, fishing, and other activities. Tennessee's state parks draw more than 27 million visitors each year. Tennessee's natural and cultural resources are also protected and conserved through the recognition of 69 State Natural Areas and 13 State Scenic Rivers, activities of the Tennessee Historical Commission, and assistance to local governments for parks and recreation programs.

Both the Environmental side of the Department and the Parks side of the Department have facilities and employees located throughout the state. In turn, each facility has numerous business units. Each business unit has been reviewed by management to determine positions that could be lost while maintaining essential services. The results of the review of each business unit are presented in the attached documents. Included is a brief summary of the business reasons for choosing each group for participation in the Voluntary Buyout Program, the expected operational impacts, and mitigating strategies.



James H. Fyke

Commissioner

Bureau of Parks and Conservation

Voluntary Buyout Program

Executive Summary

Tennessee State Parks is divided into two main areas Hospitality and Park Operations. The Hospitality area includes inns, restaurants, gift shops and golf courses which generate revenue to meet self-sufficiency requirements. Parks Operations includes security, camping, marinas, and general operation and maintenance of all state parks. Due to location, job qualifications, experience, and responsibilities each operation has multiple business units. The Spreadsheet will reflect individual business units for both hospitality and park operations. These units have been legislatively separated in order to meet self-sufficiency standards. The integrity of these separate business units are integral to meeting legislative self-sufficiency standards. Due to remote locations and limited class titles the targeted class was extremely limited in some parks.

State Parks central office has targeted several positions including a management level position. Parks will be reorganized and job responsibilities will be assigned to existing staff.

THE EVALUATION COVERED THE FOLLOWING:

Tennessee State Parks Recreation Education Services Natural Areas

Tennessee State Parks has reviewed positions in all work locations and sought to balance the impacts that a loss of positions will have on visitor services and safety responsibilities, facility maintenance, and management and conservation of natural and cultural resources. The loss of the selected position(s) is projected to create a lesser management challenge than the other positions reviewed.

THE BUREAU OF PARKS AND CONSERVATION WILL ELIMINATE 60 FULL TIME POSITIONS CONSISTING OF:

Recreation Services

CLASS TITLE:	LOCATION:	TARGET NUMBER:
ASA IV	Recreation Education	1

Tennessee State Parks

CLASS TITLES:	LOCATION:	TARGET NUMBER:
Conservation Worker I	Big Ridge State Park	1
Conservation Worker I	Cedars of Lebanon State park	1
Conservation Worker I	Chickasaw State Park	2
Conservation Worker I	Cumberland Mtn. State Park	1
Conservation Worker I	Edgar Evins State Park	1
Conservation Worker I	Fall Creek Falls State Park	3
Conservation Worker I	Harrison Bay State Park	1
Conservation Worker I	Harrison Bay Marina	1
Conservation Worker I	Meeman Shelby State Park	1
Conservation Worker I	Montgomery Bell State Park	1
Conservation Worker I	Norris Dam State Park	1
Conservation Worker I	Pickwick Landing State Park	1
Conservation Worker I	Pickwick Landing State Park/Inn	1
Conservation Worker I	Reelfoot Landing State Park	1
Conservation Worker I	Roane Mtn. State Park	2
Conservation Worker I	Rock Island State Park	1
Conservation Worker I	Standing Stone State Park	2
Conservation Worker I	Tims Ford State Park	2
Conservation Worker I	T.O. Fuller State Park	1
Clerk II	Chickasaw SP/Bear Trace Golf	1
Clerk II	Cumberland Mtn SP/Bear Trace Golf	1
Clerk II	Fall Creek Falls SP/Gift Shop	1
Clerk II	Tims Ford SP/Golf Course	1
Conservation Worker II	Cumberland Mtn SP	1
Conservation Worker II	Norris Dam	1
Clerk I	David Crocket SP/Restaurant	1
Room Clerk	Edgar Evins SP	1
Custodial Worker I	Fall Creek Falls SP/Inn	1
Custodial Worker I	Montgomery Bell SP/Inn	1

Custodial Worker I	Natchez Trace State Park	1
Custodial Worker I	Paris Landing SP/Inn	1
Custodial Worker I	Pickwick Inn SP/Inn	1
Custodial Worker II	Henry Horton SP/Inn	1
Accounting Tech I	Montgomery Bell	1
Stores Clerk	Natchez Trace State Park	1
Clerk III	Paris Landing	1
Facility Supervisor	Parks Landing State Park	1
	State Parks Maintenance	1
Facility Surveyor	State Parks Maintenance	2
Radio Comm. Tech III	Radio Shop	2
ASA II	State Parks Regional Office	3
HR Manager II	State Parks Central Office	1
MUS CH-SPEC	State Parks Central Office	1
Park Mgmt. Admin.	State Parks Central Office	1
Adm. Asst. I	Facility Maintenance	1
Laborer	Paris Landing State Park	1
Servitor	Pickwick Landing State Park	1

Natural Areas

CLASS TITLE:	LOCATION:	TARGET NUMBER:
ASA II	Natural Areas	1
Env. Adm. Program Director	Natural Areas	1

OPERATIONAL IMPACT

The loss of employees/positions will require remaining employees to perform duties that were performed by the lost position(s). In order to do this, employees must be periodically removed from their primary duties. This could create a need to transfer some positions to new locations in order to balance the workforce needs at our operations across the State. This will be dependent on where positions are lost. Some reduction of visitor services could occur due to the need to take employees from their primary duties.

MITIGATION STRATEGIES

Reorganization may be required to prevent working out of class. Workload will be distributed among remaining employees to balance workload to the extent possible. If management positions are eliminated, supervisory functions will be modified as necessary.

Bureau of Environment
Voluntary Buyout Program

Executive Summary

TDEC serves as the state's chief environmental regulatory agency. Through permit issuance, compliance monitoring, and enforcement, TDEC regulates sources of air and water pollution, solid and hazardous waste processing and disposal facilities, radiological health issues, petroleum underground storage tanks, drinking water supply, groundwater protection, oil and gas exploration and drilling, inactive hazardous substance sites, and other environmental issues, and provides geological, historical, and archaeological services. Due to location, job qualifications, experience, and responsibilities each operation has multiple business units. The Spreadsheet will reflect individual business units responsible for all of these multiple functions.

THE EVALUATION COVERED THE FOLLOWING:

Environmental Administration
Division of Geology
Used Oil Collection Program
West Tennessee River Basin Authority
West Tennessee River Basin Authority Maintenance
Tennessee Dry Cleaners Environmental Response Fund
Division of Air Pollution Control
Division of Radiological Health
Clean Water and Drinking Water State Revolving Fund
Division of Water Pollution Control
Division of Solid Waste Management
Division of Department of Energy Oversight
Abandoned Lands Fund
Hazardous Waste Remedial Action Fund
Division of Water Supply
Division of Ground Water Protection
Division of Underground Storage Tanks
Environmental Protection Fund
Fleming Training Center
Office of Environmental Assistance

**THE BUREAU OF ENVIRONMENT WILL ELIMINATE 62 FULL TIME POSITIONS
CONSISTING OF:**

GEOLOGY-CO
GEOLOGY-CO

SECRETARY
TRNS ASST 2

Total positions to be eliminated	1	
WTRBA		EQ OP
Total positions to be eliminated	1	
EFO MEMPHIS		
		ADMIN SEC
Total positions to be eliminated	1	
JACKSON EFO SUPPORT STAFF		CLERK 2
Total positions to be eliminated	1	
AIR POLLUTION CONTROL-ADMINISTRATIVE SERVICES		ADMIN S AS 2
AIR POLLUTION CONTROL-ADMINISTRATIVE SERVICES		ADMIN S AS 3
Total positions to be eliminated	1	
AIR POLLUTION CONTROL-PERMITTING		ENV PRO SP 3
AIR POLLUTION CONTROL-PERMITTING		ENV PRO SP 4
Total positions to be eliminated	2	
AIR POLLUTION CONTROL-FIELD SERVICES		ENV SPEC 4
AIR POLLUTION CONTROL-FIELD SERVICES		ENV SPEC 3
Total positions to be eliminated	3	
AIR POLLUTION CONTROL-SUPPORT STAFF		OFF SUPV 2
Total positions to be eliminated	1	
AIR POLLUTION CONTROL-SUPPORT STAFF		SECRETARY
Total positions to be eliminated	2	
AIR POLLUTION CONTROL-VALILDATION, MOBILE RESOURCES, AND TECHNICAL SERVICES		ENV SPEC 3
AIR POLLUTION CONTROL-VALIDATION, MOBILE RESOURCES AND TECHNICAL SERVICES		ENV SPEC 4
Total positions to be eliminated	1	
DRH-ADMIN SVS		ADMIN S AS 3
DRH-ADMIN SVS		ADMIN S AS 5
Total positions to be eliminated	1	
RAD HEALTH-INSPECTION ENFORCEMENT		HLT PHY 3
Total positions to be eliminated	2	
RAD HEALTH TECHNICAL SERVICES		HLT PHY 3
Total positions to be eliminated	1	

SRF SUPPORT STAFF		ADMIN SEC
Total positions to be eliminated	1	
WATER POLLUTION CONTROL (WPC) ADMINISTRATION		ADMIN S AS 3
Total positions to be eliminated	1	
WPC CHATTANOOGA FIELD OFFICE		ENV SPEC 4
WPC CHATTANOOGA FIELD OFFICE		ENV SPEC 6
WPC CHATTANOOGA FIELD OFFICE		BIOLOGIST 3
WPC CHATTANOOGA FIELD OFFICE		ENV SPEC 3
Total positions to be eliminated	1	
WPC ENFORCEMENT AND COMPLIANCE		CLERK 3
WPC ENFORCEMENT AND COMPLIANCE		OFFICE SUPV 1
Total positions to be eliminated	2	
WPC JACKSON FIELD OFFICE		BIOLOGIST 3
WPC JACKSON FIELD OFFICE		ENV SPEC 3
WPC JACKSON FIELD OFFICE		ENV SPEC 4
Total positions to be eliminated	1	
WPC MEMPHIS FIELD OFFICE		ENV SPEC 3
WPC MEMPHIS FIELD OFFICE		ENV SPEC 4
Total positions to be eliminated	1	
WPC JOHNSON CITY FIELD OFFICE		ENV H SPEC 3
WPC JOHNSON CITY FIELD OFFICE		ENV SPEC 3
WPC JOHNSON CITY FIELD OFFICE		ENV SPEC 4
WPC JOHNSON CITY FIELD OFFICE		ENV PRO SP 4
WPC JOHNSON CITY FIELD OFFICE		ENV PRO SP 3
Total positions to be eliminated	1	
WPC KNOXVILLE FIELD OFFICE		CHEMIST 3
WPC KNOXVILLE FIELD OFFICE		ENV FO MG
WPC KNOXVILLE FIELD OFFICE		ENV PRO SP 3
WPC KNOXVILLE FIELD OFFICE		ENV SPEC 3
WPC KNOXVILLE FIELD OFFICE		ENV SPEC 4
Total positions to be eliminated	2	
WPC NASHVILLE FIELD OFFICE		ENV PRO SP 3
WPC NASHVILLE FIELD OFFICE		ENV PRO SP 4
Total positions to be eliminated	2	
WPC PERMITS		ADMIN ASST 1
Total positions to be eliminated	1	

SOLID WASTE MANAGEMENT (SWM)-ADMIN		CLERK 2
SWM-ADMIN		CLERK 3
SWM-SWA		CLERK 3
SWM-SWA		CLERK 3
Total positions to be eliminated	2	
 SWM-ADMIN		 ADMIN S AS 3
Total positions to be eliminated	1	
 SWM-COLUMBIA ENVIRONMENTAL FIELD OFFICE		 ENV PRO SP 3
Total positions to be eliminated	1	
 SWM-HW CORRECTIVE ACTION		 GEOLOGIST 3
Total positions to be eliminated	1	
 SWM-JACKSON ENVIRONMENTAL FIELD OFFICE		 ADMIN S AS 4
Total positions to be eliminated	1	
 SWM-SRS		 ENV SPEC 3
Total positions to be eliminated	1	
 DOR-FIN OP & ADMIN-ADMINISTRATION		 CLERK 2
		ADMIN SEC
Total positions to be eliminated	1	
 DOR-JOHNSON CITY EFO		 ENV FO MG
DOR-JOHNSON CITY EFO		ENV SPEC 3
DOR-JOHNSON CITY EFO		ENV SPEC 4
Total positions to be eliminated	2	
 DOR-KNOXVILLE EFO		 ENV SPEC 3
Total positions to be eliminated	1	
 DWS- CENTRAL OFFICE ENFORCEMENT PROGRAM		 ENV SPEC 6
Total positions to be eliminated	1	
 DRINKING WATER SUPPLY (DWS)-ENGINEERING		 ENV PRO SP 3
Total positions to be eliminated	1	
 DWS-WATER WELL		 ENV SPEC 3
Total positions to be eliminated	1	
 DWS-ADMINISTRATIVE SUPPORT		 ADMIN S AS 3
Total positions to be eliminated	1	

DIVISION OF GROUND WATER PROTECTION (GWP)	ENV SPEC 4
Total positions to be eliminated 2	
DIVISION OF GROUND WATER PROTECTION	ENV SPEC 5
Total positions to be eliminated 2	
DIVISION OF GROUND WATER PROTECTION	ENV SPEC 5
Total positions to be eliminated 1	
GWP, CENTRAL OFFICE	ENV PRG MG 1
Total positions to be eliminated 1	
GWP, CENTRAL OFFICE	ENV PRG MG 1
Total positions to be eliminated 1	
GWP-SECRETARY	SECRETARY
Total positions to be eliminated 1	
GWP-SOILS CONSULTANT 2	SOILS CONS 2
Total positions to be eliminated 1	
GWP, CENTRAL OFFICE	ADMIN S AS 3
Total positions to be eliminated 1	
UNDERGROUND STORAGE TANKS (UST)-FEES & NOTIFICATIONS	
	CLERK 3
Total positions to be eliminated 1	
UST-REIMBURSEMENT SECTION	ACCTNG TEC 1
UST-REIMBURSEMENT SECTION	ACCTNG TEC 2
Total positions to be eliminated 1	
UST-CHATTANOOGA EFO	ENV PRO SP 3
Total positions to be eliminated 2	
FLEMING TRAINING CENTER (FTC)	CLERK 2
FTC	ENV SPEC 4
Total positions to be eliminated 1	

OFFICE OF ENVIRONMENTAL ASSISTANCE (OEA)

OEA

OEA

OEA

OEA

Total positions to be eliminated 1

ENV PRG MG 1

ENV PRO SP 4

ENV SPEC 3

ENV SPEC 4

BUS DEV CN 2

OPERATIONAL IMPACT

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Financial and Administrative Services

Voluntary Buyout Program

Executive Summary

This business unit provides all financial and administrative services for the agency. In addition to normal finance and administrative services also included is the Commissioner's office, the agency's communication office, and the Conservationist Magazine. After careful consideration of the effected functions it was determined the identified positions could be eliminated without catastrophic effects on necessary support of operations. The single largest impact will be the amount of resources available to address day to day operations. Greater emphasis on processes and planning will be necessary to account for the availability of staff resources.

THE EVALUATION COVERED THE FOLLOWING:

Commissioners Office
Communications
Fiscal Services
Human Resources
Internal Audit
Information Systems
Office of General Counsel
Conservationist Magazine

FINANCIAL AND ADMINISTRATIVE SERVICES WILL ELIMINATE NINE (9) FULL TIME POSITIONS CONSISTING OF:

FINANCIAL & ADMINISTRATIVE SERVICES Total positions to be eliminated	1	ACCTING TEC 1
FINANCIAL & ADMINISTRATIVE SERVICES Total positions to be eliminated	1	ADMIN S AS 5
FINANCIAL & ADMINISTRATIVE SERVICES Total positions to be eliminated	1	ATTORNEY 3 & 4
FINANCIAL & ADMINISTRATIVE SERVICES Total positions to be eliminated	1	CLERK 1
FINANCIAL & ADMINISTRATIVE SERVICES Total positions to be eliminated	1	EXEC A AST 1
FINANCIAL & ADMINISTRATIVE SERVICES Total positions to be eliminated	1	HR ANA 3

FINANCIAL & ADMINISTRATIVE SERVICES

IN RES SP 3

Total positions to be eliminated 1

FINANCIAL & ADMINISTRATIVE SERVICES

IN RES SP 4

Total positions to be eliminated 1

FINANCIAL & ADMINISTRATIVE SERVICES

INFO SY AN 4

Total positions to be eliminated 1

OPERATIONAL IMPACT

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